

BC 1

14 APR 1988

MEMORANDUM FOR: Director of Personnel  
FROM: John M. Ray  
Director of Logistics  
SUBJECT: Reallocation of Suite 826 Ames

To satisfy the immediate need of space to house the new Career Transition Program, Suite 826 Ames has been reallocated to the Office of Personnel. When Retirement Division relocates to the New Headquarters Building the program can be housed within the Employee Service Center, which is being planned in the atrium lobby. Please contact [redacted] on secure extension [redacted] to plan occupancy of Suite 826 Ames, and you should contact [redacted] to plan for the program in the new building.

John M. Ray

ALL PORTIONS CONFIDENTIAL

C O N F I D E N T I A L

SUBJECT:      Reallocation of Suite 826 Ames

25X1

OL/FMD



Distribution:

- Orig & 1 - Addressee
- 1 - OL Files
- 1 - FMD Chrono
- 1 - FMD Official
- 1 - FMD/HCS

C O N F I D E N T I A L